

Lowell Cultural Council

Meeting Minutes

Sept 27, 2022

Attending: Erin Duffey (Administrator); Joseph Pyne; Kshitij Karke (KK); Olu Ibrahim; Britton Boughner; Rona Gofstein; Timmy Al-Munafik; Meghan Stebbins;

The meeting was called to order at 6:40 PM.

1. 6:40 - Signing off on 2 grants
2. 6:47 - Arts market discussion:
 - o See if we can do a summer art market if Winterfest does a winter art market, it would be one of the 2 council-funded projects we get grants for through MCC
 - o Erin will get back to us with the possibility of this happening
3. 6:56 - Grant Applications:
 - o They close on October 17
 - o Erin will get Timmy and Meghan access to the smart simple system
 - o October 26 for interviews
4. 7:04 - Auditor Meeting:
 - o Our fiscal accounting system works differently between LCC and MCC
 - o Grant cycles are working on project years, money will be rolled over from 2021
5. 7:20 - Interview Questions/Deliberation dates:
 - o A phone call will be made to grantees, they will have up to 3 days to respond via email if they cannot take the phone call
 - o **October 25:** Grants will be discussed during the meeting (Reviewing)
 - o **October 26:** Questions day
 - o **November 29** (6:30 to 9:30 PM): Deliberation day (Just the ranking)
 - o **December 5:** Rejection letters; December 19 last day to appeal
 - o **January 3:** Funding after we know the roll-over amount
6. 7:53 - Discussion of creating a video explaining the Grant application process to potential applicants:
 - o Perhaps for next year
 - o We could add translated subtitles
 - o Could be one of the council-funded projects
 - o We will discuss this again in January
7. 7:58 - Marry Alice from the Lowell Housing Authority:
 - o Sculptures in front of Mercer
 - o She will be applying for a grant again

Meeting adjourned at 7:58 PM.

END